

ARTICLE IX
ADMINISTRATION

Section 901. Authority to Employ Personnel

The Town shall have the power to employ such officials and employees and by ordinance or resolution adopt a personnel policy as it deems necessary to execute the powers and duties provided by this Charter or other State Law and to operate the Town government.

Section 902. Personnel Regulations

The Council shall have the power to adopt personnel regulations governing the employees of the Town, which may include the establishment of a merit system.

Section 903. Retirement System

The Town shall have the power to do all things necessary to include its employees within any retirement system or pension system under the terms of which they are admissible, and to pay the employer's share of the cost of any such retirement or pension system out of the general funds of the Town.

Section 904. Compensation of Employees

The compensation of all officials of the Town shall be set from time to time by ordinance passed by the Council.

Section 905. Employee Benefit Programs

The Town is authorized and empowered, by ordinance, to provide for or participate in hospitalization or other forms of benefit or welfare programs for its employees, and to expend public monies of the Town for such programs.

Section 906. Appointed Officials

The Mayor with approval of a majority of the Council Members may appoint such officials as are deemed necessary, including but not limited to the following positions:

- (a) Clerk-Treasurer
- (b) Town Attorney
- (c) Building Inspector

These officials shall be properly qualified according to the requirements for such positions set from time to time by the Mayor with concurrence of the Council. These positions need not be filled by residents of the Town. Neither the Mayor nor any member of the Council shall receive such an appointment during the term for which they have been elected, nor within one year after expiration of their term.

Section 907. Clerk-Treasurer

There shall be a Clerk-Treasurer appointed by the Mayor with the approval of the Council. Compensation for the Clerk-Treasurer shall be determined by the Council.

The Clerk-Treasurer shall attend all meetings of the Council and shall accurately record the proceedings. The Clerk-Treasurer shall maintain the Town's ordinances and resolutions of the Council to ensure they are up-to-date. The Clerk-Treasurer shall be responsible for the billing and collection of taxes and shall keep and disburse Town revenues as prescribed by the Mayor and Council. The Clerk-Treasurer shall prepare, at the request of the Mayor, an annual operating and capital budget, which shall be presented to the Council by the Mayor. The Clerk-Treasurer shall, when requested by the Mayor, set meetings of the Council and shall perform other such duties as may be prescribed by the Mayor and Council.

Section 908. Town Attorney

The Mayor with the approval of the Council may appoint a Town attorney. The Town Attorney shall be a member of the bar of the Maryland Court of Appeals. The Town Attorney shall be the legal adviser of the Town and shall perform such duties in this connection as may be required by the Council or the Mayor. The Town shall have the power to employ such other legal consultants, as it deems necessary from time to time.

Section 909. Building Inspector

The Mayor, with the approval of the Council, may appoint a building inspector who shall be charged with the inspection of buildings, properties, structures and systems in the Town to ensure their compliance with the appropriate provisions of the Town and Montgomery County codes.